



# Tule River Tribe Gaming Commission

## TULE RIVER INDIAN RESERVATION

### JOB POSTING

*Inter-Department Promotion Only*

Opening Date: 12/09/2015

Closing Date: 12/16/2015

Position Title: Surveillance Technician

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Department: Surveillance

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Work Schedule: Varies

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Wage Rate: \$15.50/HR/ Overtime Eligible

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If you are interested in this position, please submit the following:

- Completed Application
- High School Diploma or GED
- Tule River Tribal Identification

All requested information must be in the Tribal Administration Human Resources office by 5:00PM on the closing date. *Incomplete applications or failure to submit the requested information will result in the disqualification of your application.*

**Submit To:**

Human Resources

Tule River Indian Tribe of CA

340 N. Reservation Rd.

Porterville, CA 93257

E-mail: Teresa.Ceballos@tulerivertribe-nsn.gov

IN-HOUSE APPLICANTS MUST SUBMIT AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT FOR ANY JOB OPENING(S) THEY ARE INTERESTED IN.



# Tule River Tribe Gaming Commission

## TULE RIVER INDIAN RESERVATION

### JOB DESCRIPTION

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**POSITION TITLE:** Surveillance Technician **WORKSITE:** Tule River Tribe Gaming Commission  
681 S Reservation Road  
Porterville, CA 93257

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### POSITION SUMMARY

This position is located in the Surveillance Department of the Tule River Tribe Gaming Commission (TRTGC). The incumbent serves as a Surveillance Technician. This position shall be responsible for the installation and maintenance of all surveillance equipment used for Eagle Mountain Casino and TRTGC.

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### PRIMARY RESPONSIBILITIES:

1. Maintain current and complete knowledge of the surveillance equipment.
  2. Maintain current and accurate records of instruction and technical manuals for each type of equipment.
  3. Maintain a current and accurate inventory list of all equipment and tools for the Surveillance Department.
  4. Maintain current and accurate records of repairs and maintenance of all equipment in the Surveillance Department.
  5. Install and maintain covert cameras for investigative purposes, as necessary.
  6. Must be willing to be on-call at any time to repair, maintain, or install equipment as deemed necessary by the Surveillance Manager.
  7. Ensure the surveillance and camera equipment is in working order and cleaned on a daily basis.
  8. Knowledge of the Slot Management system and the role of Surveillance in conjunction with the Slot Management system.
  9. Understand the confidentiality of Surveillance and the consequences involved.
  10. Ability to operate, install, and keep up the maintenance of all digital equipment and software.
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### QUALIFICATIONS:

1. Must have a high school diploma or equivalent.
2. Must possess a valid CA Driver's license and be insurable through the Tribe.
3. Basic reading, writing, and arithmetic skills required. These requirements shall be considered acquired through a high school diploma or equivalent.

4. A minimum of two years experience in electronics.
5. Excellent knowledge of Microsoft Office, with an emphasis in MS Excel and MS Word.
6. Ability to solve practical problems and address a variety of variable in situations where only limited standardization exists.
7. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.
8. Must have excellent verbal and written communication skills.
9. Visibility requires a professional appearance and providing a positive company image to the public.
10. Must be dependable and able to work under pressure.
11. Must be willing to travel and at times on short notice.

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### PHYSICAL REQUIREMENTS

Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement and fine coordination in preparing reports using a computer keyboard. Specific vision abilities required by this job include reading, distance, computer, and color vision. Acute hearing is required. Typically office work setting conditions. Frequently must be able to lift up to 10 pounds, normally must be able to lift up to 40 pounds, and occasionally must be able to lift up to 50 pounds. Must be able to adapt to temperatures between 60 degrees and 70 degrees Fahrenheit. This job may require the use of a vehicle, and an employee must be able to have those repetitive motions and coordination associated with operating a motor vehicle.

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**Reports To:** Surveillance Manager

**Salary:** \$15.50 per hour/ Overtime Eligible

**Hours:** Varies

**Benefits:** Medical, Dental, Vision, Flexible Spending Plan, PTO & 401(K) plan.

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PREFERENCE IN FILLING VACANCIES IS GIVEN TO QUALIFIED INDIAN CANDIDATES, IN ACCORDANCE WITH THE INDIAN PREFERENCE ACT.